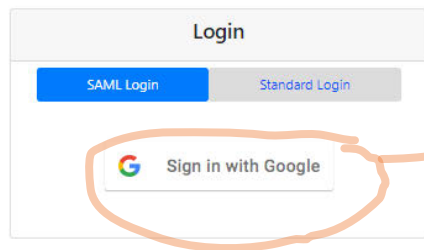


Accessing Pay History (Stubs) and W2 in FIS

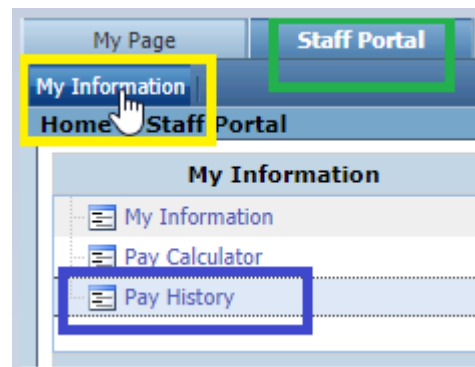
Sign into FIS

Website: <https://fis.csiu-technology.org/ABIN>



Click on "Sign in with Google"

To access **pay stubs** and **W2** (if elected) select Staff Portal>My Information>Pay History



Paystubs

From here select the year you wish to view (green box below) and all you the pay stubs for that year will appear. Click on the one you wish to see
If you would like to have your Net Pay displayed, click the box in the blue box below

W2s

Enabling electronic delivery of your W-2 allows you to view and download your W-2 at any time. As soon as the W-2's are processed for the year you will be able to download the form or print it. This is also extremely handy if you find yourself needing an additional copy of your W-2.

If you would like to access your W2 electronically (**you will no longer receive a paper copy, but can print at any time yourself**), check the box "I consent to receive my Form W-2 electronically in the Staff Portal. I understand I will not receive a paper Form W-2 for my next W-2." (in the yellow box below).

Once you select this option you will be able to access W-2s (for years that have been completed- currently 2019 & 2020) by selecting the appropriate year from the "Year" drop down menu (green box below). Click on "Print W2" on the right hand side of your screen (orange box).

